



# MAINE STATE BOARD OF NURSING

158 STATE HOUSE STATION  
161 CAPITOL STREET  
AUGUSTA, MAINE 04333-0158  
(207) 287-1138

## APPLICATION FOR LICENSE AS A CLINICAL NURSE SPECIALIST

**DO NOT WRITE IN THIS SPACE**

Application Received \_\_\_\_\_

Application Approved by Board of Nursing: \_\_\_\_\_

Fee: ☐ CC ☐ Cash ☐ Check ☐ MO \_\_\_\_\_

License Date \_\_\_\_\_

Chair

Executive Director

**LICENSE NUMBER** \_\_\_\_\_

Date

**INSTRUCTIONS** An applicant must submit to the Board of Nursing office the following:

1. Application form completed in **ink or typewritten**, with signature in applicant's handwriting properly notarized;
2. Fee of \$100.00 in the form of Visa/MasterCard/Discover Card (credit card form enclosed), check or money order in U.S. funds, made payable to "Treasurer of the State of Maine" (if adding more than one specialty to this license, a fee of \$50.00 per additional specialty is required);
3. Recent passport type photograph (2 x 2 and no more than two years old) enclosed with the application form;
4. Verification of authority to test directly from your certifying body (N/A if already certified);
5. Receipt verifying your scheduled exam date (N/A if already certified);
6. Verification of certification as a clinical nurse specialist directly from your certifying body (other than ANCC or AACN); and
7. Final transcript(s) with degree(s) conferred directly from your Advanced Practice Registered Nurse Program (if you have completed both a master's and postmaster's degree program, the office will need both transcripts).

FOR APPLICANTS WHO LEGALLY RESIDE IN ANOTHER COMPACT STATE AND HOLD A COMPACT LICENSE IN THAT STATE, the following items are required:

1. Complete verification of basic nurse nursing licensure from the original state of licensure (either through NURSUS at [www.nursys.com](http://www.nursys.com) if the state participated in NURSUS for nursing verification or request a paper verification from nonparticipating NURSUS states; and
2. Complete a Basic Nursing Information form (enclosed).

**YOU MAY NOT PRACTICE NURSING IN MAINE UNTIL YOU RECEIVE AUTHORIZATION FROM THIS OFFICE**

**THE APPLICATION FEE IS NOT REFUNDABLE**

### SECTION 1. PROFILE INFORMATION

<b>FULL LEGAL NAME</b>	FIRST	FULL MIDDLE OR "N/A"	MAIDEN	LAST
<b>ANY OTHER NAMES EVER USED</b>				
<b>DATE OF BIRTH</b>	/	<b>PLACE OF BIRTH</b>	CITY	STATE
<b>SOCIAL SECURITY NUMBER</b>	—		<b>PERSONAL EMAIL ADDRESS</b>	
<b>MAILING ADDRESS</b> *This is considered your public contact address				
<b>CITY</b>	<b>STATE</b>	<b>ZIP CODE</b>	<b>COUNTRY</b>	
<b>RESIDENTIAL ADDRESS</b> (if different from above)				
<b>PHONE NUMBER(S)</b>	HOME	MOBILE	BUSINESS	
<b>HIGH SCHOOL</b>	NAME	LOCATION	<b>DATE OF GRADUATION</b>	/ /

G.E.D.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE OF G.E.D. DIPLOMA	/	/	
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## SECTION II. DISCIPLINARY INFORMATION

**PLEASE READ AND ANSWER EACH QUESTION CAREFULLY AND TRUTHFULLY:**

*NOTE: Answers found to be fraudulent may result in denial, fines, suspension, and/or revocation of a license.*

- A. Has **any** licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded, or otherwise disciplined you? ☐ YES ☐ NO
- B. Is there any complaint pending against your license in any state or jurisdiction including Canadian and foreign jurisdictions? ☐ YES ☐ NO
- C. Have you ever been disciplined for problems resulting from a physical illness or condition? ☐ YES ☐ NO
- D. Have you ever been disciplined for problems resulting from mental illness? ☐ YES ☐ NO
- E. Have you ever been addicted to and/or treated for the use of alcohol or any other drug? ☐ YES ☐ NO
- F. Have you ever been disciplined for problems resulting from chemical dependency? ☐ YES ☐ NO
- G. For any criminal offense, including those pending appeal, have you: *(please select below all that apply)* ☐ YES ☐ NO
- ☐ a. Been convicted of a misdemeanor?

☐ b. Been convicted of a felony?

☐ c. Pled nolo contendere, no contest, or guilty?

☐ d. Received deferred adjudication?

☐ e. Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?

☐ f. Been sentenced to serve jail or prison time? Court ordered confinement?

☐ g. Been granted pre-trial diversion?

☐ h. Been arrested or have any pending criminal charges?

☐ i. Been **cited** or charged with any violation of the law? *(other than parking tickets and/or traffic violations)*

☐ j. Been subject of a court-martial; Article 15 violation; or received any form of military judgement/punishment/action?
- H. Are you currently the target or subject of a grand jury or government agency investigation? ☐ YES ☐ NO

**NOTE: If you answered "YES" to questions A-G listed above, attach a letter of explanation that is dated and signed indicating the circumstances you are reporting to the Board. If you answered "YES" to questions G or H, you must also attach the document(s) showing the disposition of the case(s).**

## SECTION III. ADVANCED PRACTICE NURSING EDUCATION

SCHOOL OF PROFESSIONAL NURSING	NAME				
ADDRESS					
DATE OF ENTRANCE	/	/	DATE OF GRADUATION	/	/
ACCREDITING AGENCY OF APRN PROGRAM (E.G. NLNAC OR CCNE)					

Certificate ☐
 Baccalaureate ☐
 Masters ☐
 Doctoral ☐
 Post Masters ☐

List Clinical Nurse Specialist specialty(ies) you are requesting to add as part of your Clinical Nurse Specialist license:

(e.g. Adult Health, Adult Psych, Mental Health)


**SECTION IV. LICENSURE HISTORY**

Do you hold, or have you ever held a license to practice nursing (Registered Professional – RN) in the State of Maine? ☐ YES ☐ NO

If you have been issued an RN license, please enter: License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**SECTION V. EMPLOYMENT INFORMATION**

A. List employment in nursing for the past five years.

Name of Agency	City and State	Dates of Employment					
		FROM	/	/	TO	/	/
		FROM	/	/	TO	/	/
		FROM	/	/	TO	/	/

B. If you **have not** been employed in nursing in the last five years, please explain. \_\_\_\_\_

C. Are you currently employed as a Clinical Nurse Specialist? ☐ YES ☐ NO

If yes, please specify: NAME

ADDRESS

PHONE NUMBER

D. Where in Maine do you plan to work? NAME

ADDRESS

PHONE NUMBER

**SECTION VI. CLINICAL NURSE SPECIALIST CERTIFICATION**

Are you currently certified in any specialty(ies) as a Clinical Nurse Specialist by a national certifying body? (e.g. Adult Health, Psychiatric Mental Health)

If ☐ YES indicate the specialty(ies), certifying body(ies), certification number(s), and expiration date(s): \_\_\_\_\_

If ☐ NO indicate name of qualifying examination(s) and date(s) scheduled to test: \_\_\_\_\_

**SECTION VII. DECLARATION OF PRIMARY RESIDENCE**

A. I declare that the State of \_\_\_\_\_ (state) is my primary state of residence as of \_\_\_\_/\_\_\_\_/\_\_\_\_ (date) and that such constitutes my permanent and principal home for legal purposes. ("Primary state of residence" is defined as the state of a person's declared fixed permanent and principal home for legal purposed; domicile.)

B. Upon licensure in Maine, in which state(s) do you intend to practice?

\_\_\_\_\_  
\_\_\_\_\_

C. Are you currently employed in the U.S. Military (Active Duty) or in the U.S. Federal Government? ☐ YES ☐ NO

**TAPE TOP ONLY**

One recent photograph

Photo must be:

Full face view

Passport Type

← 2 x 2 only →

Clear and recognizable likeness

By my signature, I the undersigned, being duly sworn, say that I am the person referred to in this application for licensure in the State of Maine and hereby certify that the information provided on this application is true and accurate. By submitting this application, I affirm that I have complied with all requirements of the law, and that I have read and understand this affidavit and that the Maine State Board of Nursing will rely on this information for issuance of my license and that this information is truthful and factual. I also understand that sanctions may be imposed including denial, fines, suspension, or revocation of my license if this information is found to be false.

Signature of Applicant

\_\_\_\_\_

Sworn to be before this

\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Notary Public

\_\_\_\_\_

(SEAL)

My commission expires on

\_\_\_\_\_ in and or the State of \_\_\_\_\_



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## BASIC NURSING INFORMATION FORM

To be completed by an Advanced Practice Registered Nurse who legally resides in, and holds a multistate license, in another compact state and has never been issued a Maine Registered Professional Nursing license.

Applicants Name: \_\_\_\_\_  
(First) (Middle) (Last)

### 1. BASIC NURSING EDUCATION *(First Registered Nurse Program You Completed)*

School of Professional Nurse: \_\_\_\_\_

*\*If foreign prepared, transcript is required*

School Address: \_\_\_\_\_

Date of Entrance: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_ Length of Program\*: \_\_\_\_\_

*\*If program is less than 2 years, please give details (i.e. If you have a previous degree):* \_\_\_\_\_

Diploma ☐ Associate ☐ Baccalaureate ☐ Masters ☐ Doctoral ☐ Certificate ☐

### 2. LICENSURE HISTORY *(Original Registration)*

State/Country: \_\_\_\_\_ Year: \_\_\_\_\_ License Number: \_\_\_\_\_

If license in another country, what U.S. State were you originally licensed in?

State/Country: \_\_\_\_\_ License Number: \_\_\_\_\_

*Verification of licensure is required from original U.S. state jurisdiction and country (if applicable) via NURSYS at [www.nursys.com](http://www.nursys.com) (NURSYS verification participating state) or paper document directly from country and/or state (non-participating NURSYS state).*



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## CREDIT CARD AUTHORIZATION FORM

### Please Provide the Following:

We accept Visa/MasterCard/Discover Card

**Credit Card #** \_\_\_\_\_

**Credit Card Expiration Date:**  
(mm/yy) \_\_\_\_\_

**Your Name**  
(if not the Card Holder) \_\_\_\_\_

**Card Holder's Name:**  
(as it appears on the Card) \_\_\_\_\_

**Card Holder's Billing Address** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Card Holder's Signature** \_\_\_\_\_

PUBLIC RECORD: This application is a public record for purposes of the Maine Freedom of Access Law (1 MRSA §401 et seq). Public records must be made available to any person upon request. This application for licensure is a public record and information supplied as part of the application (other than social security number and credit card information) is public information. Other licensing records to which this information may later be transferred will also be considered public records. Names, license numbers, and mailing addresses listed on or submitted as part of this application will be available to the public and may be posted on our website. The mailing address is considered your public contact address.